

Stormwater Treatment Device/Measure Access and Maintenance Agreement Information Sheet

The property owner is ultimately responsible for the operation and maintenance and long-term continued performance of the stormwater quality control device(s)/measure(s) on the site.

Failure to properly operate and maintain the measures could result in untreated site runoff or a slug loading of pollutants to the storm drain system, eventually our streams and creeks.

Both consequences will result in violation of City codes, and of state and federal water quality regulations.

Verification of long-term maintenance provisions is mandated by the agencies' State-issued stormwater permits.

The City of Sacramento requires execution of a maintenance agreement with the property owner, which is recorded with the deed for the property and which follows property ownership. The agreement grants City access to the treatment device/measure and its vicinity for inspection (see Maintenance Agreement Template).

Please provide the following information on the project and the on-site stormwater treatment device/measure:

Project Name:
Property Address:
Assessor Parcel Number(s) APN:
Treatment Device(s)/Measure(s): Include manufacturer and product name/model for device. Measure includes swale, detention basin, stormwater planters, regional control etc.
Number of Device(s)/Measure(s): (identified on Exhibit B)
Owner(s) Name and Address: As shown on the property title. <i>If current property owner is not listed on the Sacramento County Assessor's Roll, include a title report or deed documenting the current property owner.</i>
Maintenance Request Contact (Name and Address): <i>The person who is responsible for providing information and reply to City's maintenance request related to this agreement.</i>
Name and Title of Authorized Person signing agreement: <i>All signatures must be notarized. The agreement must be signed by the property owner(s) or the authorized party. Documents showing proper authorization of signatures by the Owners shall be submitted with the signature of the authorized party other than the Owner.</i>
Exhibit A – Legal Description: Provide a legal description of the parcels.
Exhibit B – Map: Provide a map of the property including at least the following information: the parcel boundaries, the building footprints, as well as stormwater treatment device(s)/measures(s) locations. Label the device(s) with the manufacturer and product names and models.

Forward the information to:
 Hong Lin, Senior Engineer
 City of Sacramento, Department of Utilities
 1395 35th Avenue
 Sacramento, CA 95822
 (916) 808-1449, fax: (916) 808-1497
 hlin@cityofsacramento.org

The maintenance agreement will be returned for signature in approximately 7-10 days.